



DEPARTMENT OF WATER RESOURCES EXAMINATION ANNOUNCEMENT



The Department of Water Resources offers Equal Opportunity for all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age, or sexual orientation.

It is an objective of the State of California to achieve a drug-free State workplace. Any applicant for State employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the State, the rules governing civil service and the special trust placed in public servants.

ASSISTANT SAFETY ENGINEER OPEN/NON-PROMOTIONAL CONTINUOUS

This Bulletin, issued on July 14, 2014, cancels and supersedes the bulletin issued on June 17, 2014.

CONTINUOUS FILING **CUT-OFF DATES: JULY 28 AND JANUARY 28**
This examination is Continuous Filing. **Examination Application Forms** (STD 678 Rev. 10/2013) must be postmarked or submitted in person **by the CUT-OFF DATES**. Applications postmarked or personally delivered after the cut-off dates will be held for the next administration. **FAXED APPLICATIONS WILL NOT BE ACCEPTED.**

WHO SHOULD APPLY This is an Open/Non-Promotional Examination. Candidates, who meet the minimum qualifications, as stated below, may apply for this examination. Applicants that applied to the Department of Water Resources Assistant Safety Engineer bulletin issued on June 17, 2014 do not need to submit an additional application to reapply.

HOW TO APPLY Examination Application (Form STD 678 Rev. 10/2013) must be mailed or submitted in person by the cut-off Date to:

MAILING ADDRESS:
Department of Water Resources
P.O. Box 942836
Sacramento, CA 94236-0001

SUBMIT IN PERSON:
Department of Water Resources
1416 9th Street, Room 320
Sacramento, CA 95814

DO NOT SEND APPLICATIONS TO CALIFORNIA DEPARTMENT OF HUMAN RESOURCES OFFICE (CalHR) OR THE DEPARTMENT OF WATER RESOURCES' FIELD OFFICES. Applications are available at Department of Water Resources' (DWR) offices, the DWR website: www.water.ca.gov/jobs/currentexams.cfm, local office of the Employment Development Department, and CalHR at www.jobs.ca.gov and click "My Profile" tab.

CROSS FILING INFORMATION If you meet the entrance requirements for this classification and for the Associate Safety Engineer Examination scheduled with the same final filing date, you may file for two or more examinations on a single application. Please indicate the classification(s) you are applying for.

IDENTIFICATION REQUIRED Accepted applicants are required to bring either a photo identification card or two forms of signed identification to each phase of the examination.

SPECIAL TESTING ARRANGEMENTS If you have a disability and need special testing arrangements, mark the appropriate box in Question 2 of your "Examination Application". You will be contacted to make specific arrangements.

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ELIGIBLE LIST INFORMATION An Open/Non-Promotional eligible list will be established for the Department of Water Resources. Names of successful competitors will be merged onto the list in order of final score, regardless of date. Eligibility will expire in 18 months. Competitors must then retest to re-establish eligibility. Competitors may only test once during a 12 month period.

REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION **NOTE:** All applicants must meet the minimum qualifications for this examination by the cut-off date at the top of the bulletin.

Qualifying experience may be combined on a proportionate basis if the requirements stated below include more than one pattern and are distinguished as **"Either" I, "or" II, "or" III, etc.** For example, candidates possessing qualifying experience amounting to 50% of the required time of Pattern I, and additional experience amounting to 50% of the required time of Pattern II, may be admitted to an examination as meeting 100% of the overall experience requirement.

Either I

Experience: One year of experience performing the duties of a Junior Safety Engineer in the California state service.

Or II

Experience: Two years of experience as a Safety Technician II in the California state service.

Or III

Experience: Two years of experience in another State or Federal Occupational Safety and Health Program performing duties comparable to Assistant Safety Engineer. **Or**

Experience: Two years of full-time experience directly related to safety enforcement in industrial or commercial plants and/or construction sites.

And

Education: Equivalent to graduation from college with a degree in engineering. (Additional qualifying experience may be substituted for the required education one a year-for-year basis.)

SEE REVERSE SIDE

POSITION DESCRIPTION	<p>This is the first working level. Incumbents assist fully qualified journeypersons in the performance of their duties and, under supervision, perform assigned professional engineering work of average difficulty including conducting routine compliance inspections; investigating accidents; preparing and disseminating information on safety principles, regulations, standards, and methods; and preparing reports. Assist in and perform progressively more difficult and responsible tasks in compliance inspection and accident prevention work and staff assignments in support of these activities to do other related work.</p> <p>Positions exist Statewide with the Department of Water Resources.</p>
EXAMINATION INFORMATION	<p>The examination will consist of a Qualifications Appraisal Interview – Weighted 100%. In order to obtain a position on the eligible list, a minimum rating of 70% must be attained. COMPETITORS WHO DO NOT APPEAR FOR THE INTERVIEW WILL BE DISQUALIFIED.</p>
SCOPE OF EXAMINATION	<p>Qualifications Appraisal Interview – Weighted 100%</p> <p>In addition to evaluating the competitors’ relative abilities, as demonstrated by quality and breadth of experience, emphasis in the examining interview will be on measuring competitively, relative to job demands, each competitor’s:</p> <p>A. Knowledge of:</p> <ol style="list-style-type: none">1. Functions, goals, and objectives of the CAL/OSHA Program and the Division of Occupational Safety and Health.2. Basic safety principles and practices.3. Basic principles of safety engineering, industrial hygiene, or environmental or occupational health.4. Practical application of such principles to the health and safety of industrial workers.5. Report writing.6. Safety Orders of the Division of Occupational Safety and Health.7. Applicable provisions of the Labor Code.8. Techniques of making field inspections and conducting investigations. <p>B. Ability to:</p> <ol style="list-style-type: none">1. Make field inspections and conduct investigations.2. Detect unsafe conditions and practices.3. Interpret and apply Safety Orders of the Division of Occupational Safety and Health and applicable provisions of the Labor Code.
SPECIAL AND PERSONAL CHARACTERISTICS	<p>Demonstrated interest in and aptitude for industry safety work; willingness to accept increased responsibility; willingness to travel throughout an assigned area of the State; possession of, or ability to immediately obtain, a valid motor vehicle license.</p>
ADDITIONAL DESIRABLE QUALIFICATIONS	<p>In appraising the relative qualifications of candidates, consideration will be given to the extent and type of pertinent education and experience over and above that required under "Minimum Qualifications."</p>
CAREER CREDITS	<p>Career credits will be granted.</p>
VETERANS PREFERENCE	<p><u>Assembly Bill 372</u>, signed into law by Governor Brown on August 12, 2013, changes the way the Veterans Preference process is administered by the State of California. Veterans Preference will be awarded as follows, starting on January 1, 2014: 1) Any veteran, widow or widower of a veteran, or spouse of a 100 percent disabled veteran, who achieves a passing score in an entrance examination, shall be ranked in the top rank of the resulting eligibility list. Any veteran who has been dishonorably discharged or released is not eligible for Veteran’s Preference. 2) An entrance exam is defined, under law, as any open competitive examination 3) Veterans Preference is not granted once a person achieves permanent civil service status.</p>

GENERAL INFORMATION

The Department of Water Resources reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service laws and rules and all competitors will be notified.

For any examination without a written feature it is the candidate's responsibility to contact the Selection Services Section of the Department of Water Resources, (916) 653-4838, three weeks after the final filing date if he/she has not received a progress notice.

Applications are available at Department of Water Resources’ (DWR) Offices, the DWR website: www.water.ca.gov/jobs/currentexams.cfm, local office of the Employment Development Department, California Department of Human Resources Office (CalHR), and the CalHR website at www.jobs.ca.gov and click “My Profile” tab.

If you meet the requirements stated on the reverse, you may take this examination, which is competitive. Possession of the entrance requirement does not assure a place on the eligible list. All candidates who pass will be ranked according to their scores.

General Qualifications: Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, and ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the classification.

Examination Locations: Ordinarily, qualifications appraisal interviews are scheduled in Sacramento and Los Angeles. However, locations of interviews may be limited or extended as conditions warrant.

If a candidate’s notice of oral interview fails to reach him/her prior to the day of the interview due to a verified postal error, he/she will be rescheduled upon written request.

Eligible Lists: Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional, 2) departmental promotional, 3) multidepartmental promotional, 4) servicewide promotional, 5) departmental open, 6) open eligible list. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in one to four years unless otherwise stated on this bulletin. In the case of continuous testing examinations, names are merged into the appropriate lists in order of final test scores (except as modified by veterans preference) regardless of the date of the test, and the resulting eligible lists will be used only to fill vacancies in the area shown on the bulletin.

How to apply for Veterans Preference: The California Department of Human Resources (CalHR) has information on how to apply for Veterans Preference on their website at www.jobs.ca.gov and on the Application for Veterans Preference form (CalHR 1093). Additional information is also available at the Department of Veterans Affairs website at www.cdva.ca.gov.

TDD is Telecommunications Device for the Deaf and is reachable only from phones equipped with a TDD Device.

California Relay Telephone Service for the Deaf or hearing impaired: From **TDD phones: 1-800-735-2929**; From **Voice phones: 1-800-735-2922**.

For information regarding this examination, please contact **Amanda Sue Hardy** at **(916) 653-4841**